

HIE R&D Workgroup Charter

Workgroup Name:	HIE R&D Workgroup	Co-Chairs:	TBD
Meeting Frequency:	Bi-weekly, begin 5/26/2009, 2:30 PM	Consultants:	Peter Hung, MD peterwhung@gmail.com

Areas of Responsibility for Phase 1:

- Create a strategic plan for a California-based Healthcare Information Enterprise Integration Research Center Consortium (HIEIRCC) including: a governance model, list of research projects with timelines and budgets, a sustainability model, relative contributions of the participants, a plan for promoting active multi-disciplinary collaboration, diffusion of results, technology and knowledge and to contribute to the education and training of researchers and professionals related to HIE.
- Incorporate diverse stakeholder views and participation into the plan.
- Submit a grant to NIST on behalf of the consortium.

Decisions Governed:

- Areas of research, division of projects, governance model, quality measurements, technology transfer plan, multi-disciplinary integration plan, education plan

Decisions Not-Governed:

- Award of Federal Funds

Strategic Plan:

Overarching Goals of the HIE R&D Group:

1. Innovate and apply technology to maximize integration, utilization, effectiveness and efficiency of electronic healthcare information.
2. Maximize potential for stimulus funding for research meaningful to achieve California HIT objectives by creating a powerful, broad-based multi-disciplinary consortium.
3. Establish process for disseminating knowledge, technology, education and training from HIEIRCC efforts.

Priority Stakeholders:

Institutes of Higher Education, Non-Profits, Federal and State Government Laboratories

Objectives to Carry Out Goals:

Subcommittee 1 and 2 Process:

- 1) Convene Stakeholders
- 2) Identify existing technologies and technologies in development.
- 3) Create use cases for practices, hospitals and/or health information exchanges.
- 4) Perform gap analysis to determine R&D need.
- 5) Prioritize programs to solve the major problems of interoperability, integration and delivery facing the state.
- 6) Develop R&D Plan for top projects including timelines and budget.

Subcommittee 1.

- Research Areas:
 - Interfaces and interoperability of Communication Technology to Information Systems
 - Voice recognition systems
 - Improving interoperability and connectivity
 - HIT security and integrity

California Health and Human Services Health Information Technology Workgroups

Subcommittee 2.

- Research Areas:
 - Measure impact of HIT on quality and productivity
 - Management of Health Information Exchange
 - Use of HIT to reduce medical errors
 - Maximizing HIT dependability

Subcommittee 3.

- Define integration, interoperability and meaningful use
- Determine governance structure
- Determine fair process for dividing work and money
- Determine plan for promoting multi-disciplinary collaboration
- Create technology/knowledge transfer plan
- Create HIE education/training plan
- Develop Quality Improvement Plan to evaluate HIE R&D services
 - Reporting plan and evaluation metrics
 - PDSA cycle (Plan, Do, Study, Act)

Tactical Plan Components:

- Detailed description of programs listed above. List of Consortium members with contact information. For each selected and prioritized research program give background, scope, methods, deliverables, timeline, budget and allocation to individual institutions.

Resources/Team Members:

Name	Affiliation	E-mail	Phone #	Role
				Co-Chair
				Co-Chair
				Co-Chair
Subcommittee 1				
Subcommittee 2				
Subcommittee 3				

Reference: ARRA Section 13202, pp. 132-133

Linkage to Other Workgroups:

- Must integrate workforce training requirements

Proposed Timeline

Weekly Milestones	Tasks and Deliverables (events in bold)
May 22, 2009	Draft charters and straw strategic plans for all workgroups <ul style="list-style-type: none"> • Begin needs assessment, market analyses
May 29, 2009	Workgroup Kick-off <ul style="list-style-type: none"> • Identify co-chairs • Gain consensus on charters and revise as necessary • Split workgroup into subcommittees based on objectives
June 5, 2009	Determine subcommittee decision points and associated information needs <ul style="list-style-type: none"> • Establish subcommittee governance • Develop first meeting date and agenda
June 12, 2009	Hold 1 st subcommittee meetings <ul style="list-style-type: none"> • Submit progress report to workgroup co-chairs
June 19, 2009	Hold 2 nd subcommittee meetings <ul style="list-style-type: none"> • Complete needs assessments, market analyses
June 26, 2009	Hold final subcommittee meetings <ul style="list-style-type: none"> • Gain consensus on draft outline for subcommittee plan • Submit progress report to workgroup co-chairs
July 3, 2009	Finalize detailed outline for subcommittee plan <ul style="list-style-type: none"> • Workgroups Closed to New Members – July 1
July 10, 2009	Hold full workgroup meeting <ul style="list-style-type: none"> • Integrate subcommittee plans into single workgroup plan
July 17, 2009	CHHS HIT Summit – Report on Draft Strategic Plans <ul style="list-style-type: none"> • Individual workgroups report out, gather feedback
July 24, 2009	Workgroups revise and write up plans based on comments
July 31, 2009	Final draft strategic plans submitted to Deputy Secretary
August 7, 2009	CA HIT Advisory Board Meeting <ul style="list-style-type: none"> • Present and gather feedback on workgroup plans
August 14, 2009	Submit final strategic plans
August 28, 2009	First draft of grant due (if applicable)
September 11, 2009	Submit Grant (if applicable)